

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD MEETING

January 22, 2015

PRESENT: Marvin Rucker, Beth Relich, Barbara Robinson, Joan Swigert, Larry Epstein, Keith Pamperin, Tom Diedrick, Melanie Maczka, Corrie Campbell, Ramon Fierros

EXCUSED: Jessica Nell, Lisa Van Donsel, Pat Finder-Stone, Lori Rasmussen, Pat Hickey

ALSO PRESENT: Devon Christianson, Christel Giesen, Guadalupe Mercado, Debra Bowers, Laurie Ropson, John Holzer, Denise Misovec, Tina Whetung, Dick Siege, Elena Kornis

The meeting was called to order by Chairperson Rucker at 8:32 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS: None

ADOPTION OF AGENDA: Ms. Campbell/ Mr. Diedrick moved to adopt the agenda.
MOTION CARRIED.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF December 9, 2014:

Mr. Rucker requested to add his name to those present on the December 9, 2014 meeting.

Mr. Epstein/Ms. Swigert moved to approve the minutes of the regular meeting of December 9, 2014.

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF FINANCE REPORT-PRELIMINARY YEAR END:

Ms. Bowers referred to the October 2014 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for the month of December.

Ms. Relich/Mr. Diedrick moved to approve the Finance Report-Preliminary Year End Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS-DECEMBER 2014:

For the month of December, the ADRC received a total of \$10,050 for restricted donations. \$10,000 was received from an anonymous donor through the Green

Bay Community Foundation and \$50.00 was received in memory of Elise Ritus and Doris Ruyter.

Mr. Epstein/Mr. Pamperin moved to approve the Restricted Donations for December, 2014.

C. PRELIMINARY NET ASSET REPORT YEAR END:

Ms. Bowers referred to the Preliminary Net Asset report to demonstrate a more finalized but still preliminary report. Ms. Christianson reviewed the Net Asset Report as it would appear after applying the ADRC new Net Asset Policy. ADRC Board members asked that an additional document that is written in laymen's terms also accompany the report for the County and ADRC Board members in March.

Mr. Pamperin/Ms. Relich moved to approve the Preliminary Net Asset Report Year End. **MOTION CARRIED.**

85.21 PLAN UPDATE AND BID PROCESS:

Ms. Giesen explained the 85.21 Specialized Transportation Grant, which enables counties to provide transportation services to older adults and individuals with disabilities. Ms. Giesen referred to the 2015 Brown County 85.21 Specialized Transportation Assistance Program handout to demonstrate the funding amount for the program. This year American Red Cross has decided to no longer provide 85.21 services, following direction from their Federal Office, but is dedicated to provide a smooth transition for consumers and volunteers. Federally, Red Cross as an organization has decided to return to providing only its core programs. Currently, the ADRC is soliciting proposals from vendors and partnerships to provide the transportation services. The ADRC will be accepting RFP's until January 29, 2015. There will be a meeting on February 3, 2015 to review the proposals and identify a vendor. There will be a public hearing on February 13, 2015 at 10:00 a.m. and 1:00 p.m. On February 23, the Brown County Transportation Coordinating Committee will review the plan. The final step in the bid process would be for the ADRC Board of Director's to approve the bid on February 26, 2015 during our regular Board meeting. Attendance at that meeting will be important.

STAFF REPORT: JOHN HOLZER- INCLUDES COMMUNITY SERVICE AWARDS:

Mr. Holzer is the Facilities and Placement Coordinator for the ADRC. He manages and supervises facility maintenance, custodial, room preparation and customer service. In addition, Mr. Holzer coordinates the placement of court-ordered community service and work experience programs' candidates at the ADRC. Mr. Holzer referred to the given handout to demonstrate the efficiency changes in 2014 and upcoming changes in 2015. Mr. Holzer thanked the board for their support in hiring Maintenance Assistant, Anita Jahnke. This addition has brought a lot of value to the ADRC's customer service.

Mr. Holzer referred to the 2014 Loan Closet Annual Report and announced that the Loan Closet is officially at 40,000 items. The Green Bay Lions Club has made a huge effort to raise money; they bring items in every week. Due to this important partnership, the ADRC is able to make a huge difference.

Mr. Holzer reviewed the Maintenance Worker Incentive Fund. This program recognizes workers for great customer service. Funds for this program are a part of the Maintenance Fund.

DIRECTOR'S REPORT:

A. REVIEW OF BOARD OFFICERS AND COMMITTEES FOR 2015:

Ms. Christianson reviewed the new Board of Director's members and appointments as well as the Board calendar for 2015.

B. FAMILY CARE UPDATE:

Ms. Christianson handed out the Enrollment Counseling and Implementation Schedule to show a timeline of how Family Care will rollout starting March 1, 2015. There are a total of 1,526 consumers that will need to be enrolled in Family Care by the end of October. The state will be doing three to five public meetings regarding Family Care and the different services offered in February 2015. After those meetings, the ADRC will be able to hold enrollment group meetings and will be able to enroll as many people as possible at one time. The Wolf District ADRC will be hiring two limited term employees which might be able to assist Brown County as well.

The ADRC has recently lost three Information & Assistance Specialists at a very critical time. These staff members have all been hired by Managed Care Organizations that are coming into our community. New staff has been hired but will not have enough time for proper training as an Information & Assistance Specialist so they will be trained on Family Care enrollment skills during the enrollment period. The Senior Aide/Wise Program staff will take over the Loan Closet and the Nutrition Staff will take over Homebound Meal referrals. This will allow I&A to focus on the enrollment process.

Supervisor Campbell made a recommendation that the Director present to the Brown County Human Services Committee and/or County Board to keep them up to date on the transition, its challenges, and the ADRC's potential need for support.

LEGISLATIVE UPDATES: None

ANNOUNCEMENTS: Mr. Pamperin announced that the advocacy group, Power Up, will be having a training event on February 25 and 26 from 8:30 a.m. – 4:00 p.m. to train

individuals on the ADRC and on advocacy efforts. The goal of the training is to develop a county wide network of advocates.

Mr. Christianson thanked the Board for attending the open house event and for all the support they have given throughout the modernization of the ADRC. There will be open house events in February for consumers including Hearing Loop presentation, Arthritis Pain Management, and many more.

Ms. Christianson also announced that there will be a survey going out to the Board. Ms. Christianson will be writing a three year plan and wants to make sure everyone feels valued and supported in their role on this Board.

NEXT METING: The next Board of Director's meeting will be February 26 at 8:00 a.m. at the ADRC.

ADJOURN: Sup. Campbell/ Ms. Relich moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:25 a.m.

Respectfully submitted,

Guadalupe Mercado, Office Assistant